

**BOARD OF LICENSURE OF ARCHITECTS, LANDSCAPE ARCHITECTS
AND INTERIOR DESIGNERS**

BOARD MEETING MINUTES

DATE: November 18, 2003

LOCATION: 122 Northern Ave.,
Gardiner, Maine

TIME SCHEDULED: 9:00 a.m.

TIME CALLED TO ORDER: 9:15 a.m.

TIME ADJOURNED: 12:23 p.m.

MEMBERS PRESENT:

William Bisson, Architect
Lori White, Interior Designer
Anthony DiGregorio, Architect
Robert Armitage, Architect
Terrence DeWan, Landscape Architect
Janet Hansen, Architect
Claire Hunt, Public Member

MEMBERS ABSENT:

Melvin Braverman, Public Member

OTHERS PRESENT:

Carol Leighton, Administrator
Kim Baker-Stetson, Licensing Clerk
Susan Greenlaw, Board Clerk
Robert Perkins, A.A.G.

CALL TO ORDER

The meeting was called to order by Board Chair William Bisson at 9:15 a.m.

AGENDA MODIFICATIONS

Members agreed to add the following to the agenda:

- E-mail from Patricia Hayden - Design-Build Construction Projects
- NECARB Fall 2003 meeting report
- NCARB 2003 Pilot Program – Survey of Member Boards

OLD BUSINESS

Action on minutes of September 16, 2003 meeting

A motion was made by Terrence DeWan and seconded by Claire Hunt to approve the minutes of the September 16, 2003 meeting as written. Unanimous.

Action on tabled applications/items

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NEW BUSINESS

Administrator's Report

E-mail from Patricia Hayden - Design-Build Construction Projects: The Board received an inquiry regarding allowing licensed architects to practice design-build which involves design and actual construction. The Board decided to reply indicating that their statute does not prohibit this practice.

Complaint Officer's report

Discussed possible unlicensed practice, specifically, an architect entering into a contract prior to receiving licensure. Send letter of inquiry regarding the timing and circumstances of the applicant's involvement with the contract preceding the completion of the license application.

Discussed possible unlicensed practice, specifically, an engineer presenting a project. AAG Perkins will check to see if the individual is licensed as an engineer in Maine. Write a letter of inquiry to the Board of Professional Engineers as to the extent of the architectural work to be done.

Review and Action on Applications

Nothing to review.

Interviews

| NAME | RECIPROCITY OR EXAM | LICENSE TYPE | MOTION |
|----------------|------------------------|-----------------|--|
| Joseph Vitullo | Reciprocity with NJ | Architect | Approved for licensure. Motion by DeWan; second by White. Unanimous. |
| Caleb Johnson | Exam/IDP | Architect | Tabled pending receipt of IDP record and review of appropriate portfolio at next meeting. Motion by Hunt; second by White Unanimous. |
| John Scheckel | Reciprocity with NJ | Architect | Approved for licensure. Motion by Hansen; second by Armitage. Unanimous. |
| Jan Seaman | Reciprocity with MI | Architect | Did not arrive for interview. |
| Tyler Barter | Exam/IDP | Architect | Approved for exam. Motion by White; second by |

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|-------------|------------------------|-----------------|--|
| | | | Hansen. Unanimous. |
| Carl Lingle | Reciprocity with ID | Architect | Approved for licensure. Motion by Hunt; second by White Unanimous. |

Statute Revisions

Nothing to discuss. The Board briefly discussed possible rule making for determining NCARB equivalencies, specifically, referencing the NCARB booklet. This would first require a statutory change.

Meeting Schedule – 2004

| DATE | TIME | LOCATION |
|--------------------|---------|-------------------------|
| January 20, 2004 | 9:00 AM | Central Conference Room |
| March 16, 2004 | 9:00 AM | Central Conference Room |
| May 18, 2004 | 9:00 AM | Central Conference Room |
| July 20, 2004 | 9:00 AM | Central Conference Room |
| September 21, 2004 | 9:00 AM | Central Conference Room |
| November 16, 2004 | 9:00 AM | Central Conference Room |

Next Meeting Scheduled for January 20, 2004

OTHER BUSINESS

NCARB 2003 Pilot Program – Survey of Member Boards: William Bisson has responded in favor of continuing this program.

NECARB 2003 Fall Meeting Report: William Bisson presented a report from the meeting he attended in Southbury, Connecticut.

ADJOURN

Being no further business, the meeting adjourned at 12:23 p.m.